



CITY OF SAN ANTONIO

FINANCE DEPARTMENT – PURCHASING DIVISION

ADVERTISING ONLY

Solicitation Type and Name: Request for Proposals - IT Support Plan

Solicitation Number 6100004213, RFP-14-037

Description: The City of San Antonio, Aviation Department, seeks proposals from experienced Aviation IT consultants to perform a review of existing IT and Security System maintenance agreements, develop a maintenance and replacement strategy, and identify San Antonio Airport System IT staffing impacts.

Applicable Product Categories: 91871

Date Issued: Wednesday, April 9, 2014

Due Date & Time: Friday, May 9, 2014 at 11:00 a.m.

Pre-Submittal Conference: Monday, April 21, 2014 at 2:00 p.m. San Antonio International Airport, Terminal A Mezzanine Conference Room A, 9800 Airport Blvd., San Antonio, TX 78216.

Staff Contact Person: Marisol Amador, Procurement Specialist III, marisol.amador@sanantonio.gov

Evaluation Committee Voting Members:

Debbie Drew, Business Relationship Manager, ITSD

Chris Cole, Security Manager, Aviation Department

Bart Mulcahy, Sr. IT Manager, Communications, ITSD

Pursuant to Section 010 – Restriction on Communications, Respondents are prohibited from communicating with: 1) elected City officials and their staff regarding the RFP or proposals from the time the RFP has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RFP has been released until the contract is awarded.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below on or before 3:00 pm on Wednesday, April 30, 2014. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Marisol Amador, Procurement Specialist III
City of San Antonio, Aviation Department
Marisol.amador@sanantonio.gov

Questions submitted and the City's responses will be posted with this solicitation.

To view this solicitation, go to <https://supplierservice.sanantonio.gov/irj/portal>. If you have not completed the City's SAePS Vendor Registration, you must do so in order to view the solicitation and submit a response.

TO REGISTER: You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>. Questions regarding registration may be submitted to the SAePS Hotline at: (210) 207-0118 or by email at: vendors@sanantonio.gov

Note: After you have successfully registered, you will need to send an email to the staff contact person requesting to be added to the solicitation vendor distribution list.